

## **FIRE PROTECTION POLICY BOARD**

### **WORK SESSION**

**January 15, 2003**

**General Administration Building  
Olympia, WA**

**Board Members Present:** Chair Sharon Colby, Vice-Chair Jim Potts, Jim Broman, Joe Coultman, TJ Nedrow, Pat Jollota and Janet Paulson

**WSP Staff Present:** State Fire Marshal Mary Corso and Ellen Tombleson

**Guests Present:** Dave Wakefield

### **Call To Order:**

Sharon Colby opened the work session at approximately 9:20.

### **Agenda**

The agenda was revised to include the following items:

- Meeting with Chief Serpas – Sharon Colby
- Firefighter Memorial – TJ Nedrow
- Report on Forum – Jim Broman
- Recognition of Pam Sullivan – Janet Paulson

Sharon provided an overview of a meeting she and Jim Potts had with Chief Serpas. The purpose of their meeting was to provide the Chief a list of the Fire Protection Policy Board's accomplishments for 2002 and tasks for the upcoming year

Sharon advised that the Chief was extremely pleased with the NFIRS program and data collection and use, as well as the nursing home inspection program. He also advised that he was pleased by the Bureau's efforts of raising the public's awareness by associating drinking with fire related fatalities, as has been done with automobile accidents.

Discussion was held on rumor control. Following discussion it was agreed that rumors would be addressed openly and head on. Sharon advised that she feels that any rumors directed toward the Fire Protection Bureau, also effects the Fire Protection Policy Board. Sharon ended the discussion by stating that she hopes to work with the fire service as a team, to ensure communications are good, and if people feel they have a problem, that it can be dealt with quickly and properly.

Jim Broman advised that as president of the State Fire Chief's Board, it is his perspective that he represents a wide variety of people with varying opinions. He is trying to stop the non-productive, critical items that don't solve any problems. He also advised that they are working on changing their by-laws to include Mary as an ex-officio member of the State Chief's Board. He said this is being done to ensure that it is clear to their membership that Mary is a part of the Board, and her relationship with the Board is strong. Jim said that he was very supportive of what Sharon was doing to address rumor control, and would encourage all organizations to be pre-aggressive in cutting out gossip and rumors.

Jim Potts advised that he feels the FPPB and other associations need to take the responsibility to provide information and education in response to rumors and complaints.

Jim Coultman advised that he would like to receive minutes from any of the other association/board/committee meetings. He feels he can be more effective in his role representing the career firefighters if he is in as many communication loops as possible.

Sharon distributed a list (attached) of the issues she feels the Board accomplished in 2002, and a list of what she would like to see the FPPB accomplish in the next year. Jim Broman pointed out that it is important for him that the education piece be tied to something that is meaningful.

TJ Nedrow made 2 minor edits to the draft minutes from the November 20, 2002, meeting. Joe Coultman requested clarification regarding the information provided on training/qualification cards. Joe questioned if these cards would be used only for volunteers? It was clarified that it is envisioned that the cards will be used for everyone, including law enforcement. The minutes will be redrafted for approval at the regular Board meeting in February.

### **State Fire Marshal Report-**

Mary advised that:

- Okanogan County made a request to move from the State Fire Defense Committee's Northeast Region to the Columbia Region.
- The Federal Emergency Management Agency, through the United States Fire Administration is meeting in March to start a new TRADE (Training, Research and Data Exchange) type organization relating to fire prevention.
- The University of Washington now has an on-line Master's Degree Program on Strategic Planning for Critical Infrastructure, which deals with community risks.

- The State Emergency Response Commission is currently in the process of focusing on regional Haz-Mat teams in the state of Washington. They are looking at who has teams, how they can be built up, resulting in standardized forces that would be able to respond beyond their geographical locations. It is anticipated that the SERC will take the next year to really define what the teams will look like and what the funding source will be.

Mary advised that she would invite Glen Woodbury from the Military Department's Emergency Management Division to attend the next Board meeting to provide an overview of his organizational chart, and explain how terrorism, homeland security, the Committee on Terrorism, and the Emergency Management Council all fit together. Sharon requested that Mary also include Dave Burns in the invitation.

### **State Fire Defense Committee (SFDC)**

Dave Wakefield advised that the SFDC is continuing to work on their work plan. It is anticipated that a draft of the work plan will be available for presentation at the next FPPB meeting.

Dave advised that in addition to Jim Graue's retirement, Bill Steele's and Ron Anderson's retirements were recognized at the December SFDC meeting.

Dave also provided an overview of the TOP-OFF Exercise (Top Officials), which is a 10 day exercise, held every other year, which this year involves the Vice-President on down through all the federal agencies, the state of Washington, King County and the city of Seattle. Dave will provide a report on the outcome of the exercise at the May or June meeting.

Mary advised that there is concern from some of the people who serve on the Incident Management Teams (IMTs). She suggested that as the IMTs are heavily involved in the Mobe Plan, that it would seem appropriate for Sharon, as Chair of the FPPB, to sign a letter of support, along with Doug Sutherland to all fire authorities stressing the importance of the IMTs participation. Dave Wakefield advised that he will draft a letter of support for signature that would detail to chiefs and commissioners the value of their people participating.

Dave provided a copy of a form used by the SFDC to identify/track in-kind costs for their involvement and participation in SFDC activities. Dave advised that he will look for a way to identify volunteer time also.

Dave advised that the Mobe Plan would undergo a total review in 2004. Presently, there are no changes being proposed. Currently, the SFDC is planning to review the Plan in September 2003, and bring it back to the FPPB for edit changes. Sharon

stressed the need to coordinate the review schedule with the FPPB's annual calendar, so they could review the proposed changes during a work session, and then take action at the Board meeting.

Dave advised that he feels it would be beneficial to discuss the issue of contract firefighters at a future FPPB meeting.

### **E-911 Committee**

Jim Potts provided a history of the E-911 referendum, which tasked the counties to provide 911 service. Originally there were 170 call taking centers. Currently there are 69.

Jim advised that the bill passed last year that added .25 tax on cell phones.

In discussion on the process of how 911 calls are routed it was explained that the Call Taker takes the call (telephone) and routes to Dispatch (radio).

Jim is attending a E-911 committee meeting On January 15, 2003, and will keep the Board informed of any necessary information.

### **Pending/Accomplished List**

The Pending and Accomplished lists were reviewed. Ellen will makes changes and forwarded updated lists out with the work session minutes.

### **Pam Sullivan Recognition-**

Janet Paulson advised that she had been in contact with Pam and suggests the best way to recognize her service to the FPPB is to schedule a lunch with her in the Seattle area, with as many board members as are available. The best day for the lunch seemed to be February 24. Janet will make the necessary arrangements and provide the details to the Board.

### **Annual Report-**

Discussion on the annual report was tabled, and will be added to the February 19 FPPB meeting.

### **Legislative Packet –**

Jim Potts advised that he feels this is a large undertaking, and that it would be beneficial to schedule a work session to deal with this issue specifically. He feels that any type of handout needs to be very concise, pocket sized and fact based versus an issues document. It was envisioned that a wallet card could be developed, similar to one handed out during contacts by the WSP. It was agreed that whatever is selected should be done by a professional and be reproducible.

### **Fire Authority Bill –**

Jim Broman provided a copy of the Fire Authority bill which would provide the ability for a city and a district, or any combination (multiple districts, etc.) to form a municipal corporation that could provide regional fire and emergency services without the loss of individual jurisdictional identity. Jim advised that the WSAFC's next step is to meet with the Code Reviser to make any minor editorial modifications to have the bill drafted and ready to be dropped.

### **Value of Time and Effort of the FPPB –**

Discussion was held on tracking time and effort expended on behalf of the FPPB. It was agreed that the form would be submitted quarterly, and would track time to the nearest ½ hour. It was also agreed that for the time being, hours and not compensation costs would be tracked. Forms should be turned in at the April 16 Work Session.

### **Fire Service Memorial**

TJ Nedrow advised that he has had discussions with Dick Warrick from the Retired Firefighters Association, who has some interest in pursuing the establishment of a firefighter memorial on the capitol campus. Mr. Warrick will make contact with people in his arena to gauge their support. Joe Coulman will make contact with the Council to determine their support of this project. TJ will continue to make contact with the most appropriate points of contact from the other fire service associations, and will keep the Board informed on any progress.

TJ distributed a copy of a survey from the National Volunteer Fire Council that was conducted by the state of Texas regarding all aspects of fire departments within the state.

### **Washington State Fire Service Leadership Forum –**

Jim Broman provided an overview of the January 14 Forum meeting, and advised that the Forum identified their top 3 priorities for 2003, which, in priority order, are:

1. Funding
2. Health/Safety
3. Interoperability

He further advised that the Forum developed the following brief, comprehensive issue/problem statement:

*We need a comprehensive strategy/plan that produces stable, predictable funding for fire and emergency services that is driven by an accredited service plan, which is based upon the established needs for preparation, mitigation, response and recovery.*

Jim advised that he would like to collect feedback on this statement at the February 19 Board meeting, to provide direction back to the Forum.

It was agreed that the FPPB will provide the name of a replacement for Pam Sullivan on the Forum.

**Other-**

Mary advised that the Emergency Mobilization Bill, which would transfer the responsibilities from EMD to the Patrol, was not accepted by the Governor.

Work Session adjourned at approximately 1:45

**Next Meeting:**

February 19, 2003 – 9:00  
General Administration Building  
Room G-3

APPROVED:

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Sharon Colby (Chair)  
Fire Protection Policy Board

(Date)